

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

| | | |
|-------------------------------------|---|-----------------|
| APPLICATION OF JACKSON COUNTY RURAL |) | |
| ELECTRIC COOPERATIVE CORPORATION TO |) | CASE NO. 93-088 |
| ADJUST ELECTRIC RATES |) | |

O R D E R

IT IS ORDERED that Jackson County Rural Electric Cooperative Corporation ("Jackson County") shall file an original and 12 copies of the following information with the Commission, with a copy to all parties of record. Each copy of the data requested should be placed in a bound volume with each item tabbed. When a number of sheets are required for an item, each sheet should be appropriately indexed, for example, Item 1(a), Sheet 2 of 6. Include with each response the name of the witness who will be responsible for responding to questions relating to the information provided. Careful attention should be given to copied material to ensure that it is legible. Where information requested herein has been provided along with the original application, in the format requested herein, reference may be made to the specific location of said information in responding to this information request. The information requested herein is due no later than April 30, 1993.

1. Provide, in comparative form, a detailed income statement, a statement of cash flows, and a balance sheet for the test year and the 12-month period immediately preceding the test year.

2. Provide Jackson County's rate of return on net investment rate base for the test year and 5 preceding calendar years. Include data used to calculate each return.

3. Provide Jackson County's times interest earned ratio and debt service coverage ratio, as calculated by the Rural Electrification Administration ("REA"), for the test year and the 5 preceding calendar years. Include the data used to calculate each ratio.

4. Provide a copy of the most recent publication of the Borrower Statistical Profile for the utility published by the REA. Include a detailed narrative explanation of any action taken by Jackson County's management, its board of directors, or REA, based on the results of this data.

5. Provide a copy of Kentucky's Electric Cooperatives Operating Expense and Statistical Comparisons for the most recent 2 years available.

6. Provide a schedule, as shown in Format 6, comparing the balances for each balance sheet account or subaccount included in Jackson County's chart of accounts for each month of the test year, to the same month of the preceding year.

7. Provide a schedule, as shown in Format 6, comparing each income statement account or subaccount included in Jackson County's chart of accounts for each month of the test year, to the same month of the preceding year. The amounts should reflect the income or expense activity of that month, rather than the cumulative balances as of the end of the particular month.

8. Provide a copy of the current bylaws. Indicate any changes made to the bylaws since the year utilized as the test period in Jackson County's last rate case.

9. Provide a copy of Jackson County's equity management plan. Indicate when the current plan was adopted and identify any changes made in the plan during the test year. Provide a 5-year analysis of the amount of capital credits refunded to members under the plan and indicate the amount related to general retirements and/or special retirements (e.g., estates of deceased patrons).

10. Provide a copy of Jackson County's policies specifying the compensation of its attorneys, auditors, or other professional service providers. Include a schedule of fees, per diems, and other compensation in effect during the test year. Include copies of any agreements, contracts, memoranda of understanding, or other documentation which explain the nature and types of reimbursements paid for professional services. Indicate if any changes occurred during the test year, the effective date of the changes, and the reason for the changes.

11. Provide a copy of Jackson County's policies specifying the compensation of directors and a schedule of standard directors' fees, per diems, and other compensation in effect during the test year. If changes occurred during the test year, indicate the effective date and the reason for the changes.

12. Provide the date, time, and a general description of the activities of the most recent annual members' meeting. Indicate the number of new board members elected. For the most recent

meeting and the 5 previous annual members' meetings, provide the number of members in attendance, the number of members voting for board members, and the total cost of the annual meeting.

13. Provide the following where not previously included in the record:

a. A schedule showing the present and proposed tariffs in comparative form on the same sheet, side by side, or facing sheets side by side.

b. A schedule describing present and proposed charges, terms and conditions, and service rates and regulations.

c. An analysis of customers' bills in such detail that revenues from the present and proposed rates can be readily determined for each customer class.

d. A schedule of test-year revenues for each rate schedule per book rates, present rates annualized, and proposed rates annualized.

e. A schedule setting forth the effect upon the average bill for each customer classification to which the proposed rate change will apply.

f. A statement setting forth estimates of the effect that the new rate or rates will have upon the revenues of Jackson County, the total amount of money resulting from the increase or decrease, and the percentage increase or decrease.

g. A schedule showing, by customer class (e.g., residential, commercial, industrial), the amount and percent of any proposed increase or decrease in revenue distributed to each class.

This schedule is to be accompanied by a statement which explains, in detail, the methodology or basis used to allocate the requested increase or decrease in revenue to each of the respective customer classes.

h. A schedule showing how the increase or decrease in (g) above was further distributed to each rate charge (e.g., customer or facility charge, KWH charge). This schedule is to be accompanied by a statement which explains, in detail, the methodology or basis used to allocate the increase or decrease.

i. A statement showing, by cross-outs and italicized inserts, all proposed changes in rates, charges, terms and conditions, and service rules and regulations for each rate or charge. A copy of the current tariff may be used.

14. Explain how the test-year capitalization rate was determined. If differing rates were used for specific expenses (e.g., payroll, transportation clearing accounts, depreciation), indicate the rate and how it was determined. Indicate any change proposed to the test-year capitalization rate and how the change was determined.

15. Provide a schedule of salaries and wages for the test year and each of the 3 calendar years preceding the test year as shown in Format 15. For each time period, provide the amount of overtime pay.

16. Provide the following payroll information for each employee:

a. The actual regular hours worked during the test year.

b. The actual overtime hours worked during the test year.

c. The test-year-end wage rate for each employee and the date of the last increase.

d. A calculation of the percent of increase granted during the test year.

The information shall identify each employee as either salaried or hourly, and also as either full-time, part-time, or temporary. Employee numbers or other identifiers may be used instead of employee names. Include an explanation of how the overtime pay rate is determined. All employees terminated during the test year shall be identified (along with the month in which the termination occurred), as well as those employees who replaced terminated employees or were otherwise added to the payroll during the test year. If Jackson County has more than 100 employees, the above information may be provided by employee classification.

17. Provide the following payroll tax information:

a. The base wages and salaries used to calculate the taxes, with an explanation of how the base wages and salaries were determined.

b. The tax rates in effect at test-year-end.

18. Provide a schedule of all employee benefits available to Jackson County's employees. Include the number of employees at test-year-end covered under each benefit, the test-year-end actual

cost of each benefit, the amount of the cost capitalized, the amount of the cost expensed, and the account numbers in which the capitalized or expensed costs were recorded.

19. Provide a detailed analysis of advertising expenditures during the test year. Include a breakdown of Account No. 913, Advertising Expenses, as shown in Format 19, and show any advertising expenditures included in other expense accounts. This analysis shall be specific as to the purpose and expected benefit of each expenditure.

20. Provide an analysis of Account No. 930, Miscellaneous General Expenses, for the test year. Include a complete breakdown of this account as shown in Format 20. Include all detailed workpapers supporting this analysis. At a minimum, the workpapers shall show the date, vendor, reference (e.g., voucher no.), dollar amount, and a brief description of each expenditure. Detailed analysis is not required for amounts of less than \$100 provided the items are grouped by classes as shown in Format 20.

21. Provide the name and address of each member of Jackson County's board of directors, along with his or her personal mailing address. Indicate the member or members who represent the cooperative on the board of directors of Jackson County's generating cooperative. If during the course of these proceedings any changes occur in board membership, provide an update to this request.

22. Provide a detailed analysis of the total compensation paid to each member of the board of directors during the test year

including all fees, fringe benefits, and expenses, with a description of the type of meetings, seminars, etc. attended by each member. Identify any compensation paid to Jackson County's board members who serve on the generating cooperative's board of directors, relating to his or her service on that board. Indicate whether any of the listed expenses in this analysis include the costs for the director's spouse. Expenses for directors' spouses shall be listed separately.

23. Provide a detailed analysis of expenses incurred during the test year for professional services, as shown in Format 23. Include all detailed workpapers supporting this analysis. At a minimum, the workpapers shall show the payee, dollar amount, reference (e.g., voucher no.), account charged, hourly rates and time charged to the utility according to each invoice, and a brief description of the service provided. Identify all rate case work by case number.

24. Provide the following information concerning the costs for the preparation of this case:

a. For the costs incurred to date, provide a detailed schedule of these expenditures. At a minimum, the schedule shall include the date of the transaction, check number or other document reference, the vendor, amount, a description of the services performed, and the account number in which the expenditure was recorded. Indicate any costs incurred for this case during the test year. Include copies of invoices received from the vendors.

b. Provide an itemized estimate of the total cost to be incurred. Include a detailed explanation of how the estimate was determined, along with all supporting workpapers and calculations.

c. During the course of this proceeding, provide monthly updates of the actual costs incurred, in the manner requested in (a) above.

25. Provide the estimated dates for draw downs of unadvanced loan funds at test-year-end and the proposed uses of these funds.

26. Indicate whether Jackson County follows the depreciation rates and procedures as described in REA Bulletin 183-1.

27. Indicate whether Jackson County has proposed any changes in depreciation rates.

28. Provide information for plotting the depreciation guideline curves in accordance with REA Bulletin 183-1, as shown in Format 28.

29. Provide a list of depreciation expenses, using Format 29.

30. Provide a detailed analysis of contributions for charitable and political purposes (in cash or services). The analysis shall indicate the amount of the expenditure, the recipient of the contribution, and specific account charged.

31. Provide the most recent embedded cost-of-service study performed by or for Jackson County. Include all supporting documentation.

Done at Frankfort, Kentucky, this 2nd day of April, 1993.

PUBLIC SERVICE COMMISSION


For the Commission

ATTEST:



Executive Director

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION

CASE NO. 93-088

Analysis of Salaries and Wages
For the Calendar Years 19 Through 19
And the Test Year
(000's)

12 Months Ended

Calendar Years Prior to Test Year

| Line No. | Item (a) | 3rd | | 2nd | | 1st | | Test Year | |
|-------------|---|---------------|-----------|---------------|-----------|---------------|-----------|---------------|-----------|
| | | Amount (b) | \$ (c) | Amount (d) | \$ (e) | Amount (f) | \$ (g) | Amount (h) | \$ (i) |
| 1. | Wages charged to expense: | | | | | | | | |
| 2. | Power production expense | | | | | | | | |
| 3. | Transmission expenses | | | | | | | | |
| 4. | Distribution expenses | | | | | | | | |
| 5. | Customer accounts expense | | | | | | | | |
| 6. | Sales expenses | | | | | | | | |
| 7. | Administrative and general expenses: | | | | | | | | |
| | (a) Administrative and general salaries | | | | | | | | |
| | (b) Office supplies and expense | | | | | | | | |
| | (c) Administrative expense transferred-cr. | | | | | | | | |
| | (d) Outside services employed | | | | | | | | |
| | (e) Property insurance | | | | | | | | |
| | (f) Injuries and damages | | | | | | | | |
| | (g) Employees pensions and benefits | | | | | | | | |
| | (h) Franchise requirements | | | | | | | | |
| | (i) Regulatory Commission expenses | | | | | | | | |

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION

CASE NO. 93-088

Analysis of Salaries and Wages
For the Calendar Years 19 Through 19
And the Test Year
(000's)

12 Months Ended

Calendar Years Prior to Test Year

| Line No. | Item (a) | 3rd | | 2nd | | 1st | | Test Year | |
|-------------|--|---------------|----------|---------------|----------|---------------|----------|---------------|----------|
| | | Amount (b) | % (c) | Amount (d) | % (e) | Amount (f) | % (g) | Amount (h) | % (i) |
| 7. | Administrative and general expenses (continued): | | | | | | | | |
| | (j) Duplicate charges-cr. | | | | | | | | |
| | (k) Miscellaneous general expense | | | | | | | | |
| | (l) Maintenance of general plant | | | | | | | | |
| 8. | Total Administrative and general expenses L7(a) through L7(l) | | | | | | | | |
| 9. | Total salaries and wages charged expense (L2 through L6 + L8) | | | | | | | | |
| 10. | Wages Capitalized | | | | | | | | |
| 11. | Total Salaries and Wages | | | | | | | | |
| 12. | Ratio of Salaries and wages charged expense to total wages (L9 + L11) | | | | | | | | |
| 13. | Ratio of salaries and wages capitalized to total wages (L10 + L11) | | | | | | | | |

NOTE: Show percent increase of each year over the prior year in Columns (c), (e), (g), and (i).

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION
CASE NO. 93-088

Account 913 - Advertising Expense
For the 12 Months Ended

| Line No. | <u>Item</u> (a) | <u>Sales or Promotional Advertising</u> (b) | <u>Institutional Advertising</u> (c) | <u>Conservation Advertising</u> (d) | <u>Rate Case</u> (e) | <u>Other</u> (f) | <u>Total</u> (g) |
|-------------|-------------------------------|--|---|--|-----------------------------|---------------------|---------------------|
| 1. | Newspaper | | | | | | |
| 2. | Magazines and Other | | | | | | |
| 3. | Television | | | | | | |
| 4. | Radio | | | | | | |
| 5. | Direct mail | | | | | | |
| 6. | Sales Aids | | | | | | |
| 7. | Total | | | | | | |
| 8. | Amount Assigned to Ky. Retail | | | | | | |

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION

CASE NO. 93-088

Account 930 - Miscellaneous Expenses
For the 12 Months Ended

| Line No. | Item (a) | Amount (b) |
|-------------|-------------------------------|---------------|
| 1. | Industry Association Dues | |
| 2. | Institutional Advertising | |
| 3. | Conservation Advertising | |
| 4. | Rate Department Load Studies | |
| 5. | Directors' Fees and Expenses | |
| 6. | Dues and Subscriptions | |
| 7. | Miscellaneous | |
| 8. | Total | |
| 9. | Amount Assigned to Ky. Retail | |

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION

CASE NO. 93-088

Professional Service Expenses

For the 12 Months Ended

| Line No. | Item | Rate Case | Annual Audit | Other | Total |
|-------------|-------------|-----------|-----------------|-------|-------|
| 1. | Legal | | | | |
| 2. | Engineering | | | | |
| 3. | Accounting | | | | |
| 4. | Other | | | | |
| 5. | Total | | | | |

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION

CASE NO. 93-088

DATA FOR DEPRECIATION GUIDELINE CURVE
NEA BULLETIN 103-1

| Test Year Ended | Distribution Plant in <u>Service</u> (1) | Accumulated Provision for Depreciation Distribution <u>Plant</u> (2) | <u>Reserve Ratio</u> (3)=(2) - 1 | Ratio of Current Distribution Plant to Distribution Plant Ten Years Prior |
|-----------------|---|--|-------------------------------------|--|
| 19 | | | | 19 |
| 19 | | | | 19 |
| 19 | | | | 19 |
| 19 | | | | 19 |
| 19 | | | | 19 |
| 19 | | | | |
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| 19 | | | | |
| | | | | |

JACKSON COUNTY RURAL ELECTRIC COOPERATIVE CORPORATION

CASM NO. 93-088

DEPRECIATION EXPENSES

| Account Number | Item | (End of Test Year) Plant Account Balance | Depreciation Rate | Annual Depreciation |
|----------------|-----------------------------------|--|----------------------|------------------------|
| | TRANSMISSION PLANT | | | |
| 350000 | Land & Land Rights | | | |
| 355000 | Poles & Fixtures | | | |
| 356000 | O/H Conduct. & Devices | | | |
| | DISTRIBUTION PLANT | | | |
| 360000 | Land & Land Rights | | | |
| 362000 | Station Equipment | | | |
| 364000 | Poles, Towers, Fixtures | | | |
| 365000 | O/H Conduct. & Devices | | | |
| 366000 | Underground Conduit | | | |
| 367000 | U/G Conduct. & Devices | | | |
| 368000 | Line Transformers | | | |
| 369000 | Services | | | |
| 370000 | Meters | | | |
| 371000 | Install. on Customers Premises | | | |
| 372000 | Leased Prop. On Customer Premises | | | |
| 373000 | Street Light & Sign Systems | | | |
| | GENERAL PLANT | | | |
| 389000 | Land & Land Rights | | | |
| 390000 | Structures & Improvements | | | |
| 391000 | Office Furniture & Equipment | | | |
| 391100 | IBM 5251 Display Stations | | | |
| 392000 | Transportation Equipment | | | |
| 393000 | Stores Equipment | | | |
| 394000 | Tools, Shop, Garage Equipment | | | |
| 395000 | Laboratory Equipment | | | |
| 396000 | Power Operated Equipment | | | |
| 397000 | Communication Equipment | | | |
| 398000 | Miscellaneous Equipment | | | |